



Maryland Department of Budget & Management

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Deputy

**TO: Cabinet Secretaries and Heads of Independent State Agencies in the
 Executive Branch**

FROM: James C. DiPaula, Jr.

DATE: April 28, 2004

RE: State Employees' Recognition Day – May 5th

Governor Ehrlich will soon proclaim May 5th as Maryland State Employees' Recognition Day, to emphasize the dedication and commitment of all State employees. This is an opportunity for each department to highlight and honor the special work that their employees do each day to serve the citizens of Maryland.

Please take this opportunity to recognize the employees in your department who do a wonderful job each day. We encourage you to publicize the outstanding accomplishments of individuals or teams in your agency. Like last year, we are asking that you plan at least one activity to recognize the employees within your agency.

To assist you in planning this activity, we are enclosing a list of ideas for your consideration. Many of these suggestions could have a positive impact on morale, especially during these difficult budgetary times. We are also asking that you share a brief description of your planned activity so that we may report on these activities in various publications as appropriate.

We look forward to hearing about your agency's recognition events, and we appreciate your efforts in expressing appreciation to your agency's employees and to the thousands of other dedicated men and women who devote their careers to serving the citizens of Maryland.

Please feel free to contact Andrea Fulton, Executive Director, Office of Personnel Services and Benefits for more information at 410-260-6365.